

# **MEETING AGENDA**

## *CNB PAC – April 15<sup>th</sup>, 2019*

**Call to order:** 6:35

**Attendance review and welcome:** Rebecca, Trina, Shantelle (guest), Wendy, Curtis, Kyla

**Approval of prior minutes from February 25<sup>th</sup> 2019** - Trina /Wendy

**Approval of today's agenda:** Trina /Wendy

### **Principals Report:**

- Feeder schools visits coming up tours and Parent info night
  - PAC to do a welcome table at the parent night
- CNB Leaders going out to feeder schools also
- Next year expecting 870 students – 1 more portable- 11 sections per grade
- Japan exchange in November – Grade 7 for one week
- Track & Field for Grade 6 students is May 1<sup>st</sup> , zones is June 5<sup>th</sup>
- Playground update
  - Swings are ordered
  - GAGA Pit – wood to be stained and then installed
  - Kids would also like Climbing apparatus, Tether ball, four square and picnic tables
  - A complete assessment is required to ensure that new and future enhancements are placed properly and will allow proper flow with the population.

**Chair report:** NA

**Treasurer report:**

## Treasurer Report

April 15th 2019

### 1. General Account

Recap Feb. opening \$13848.30  
Recap Feb. 25 balance \$15831.42  
Closing balance Feb \$15831.42  
Munchalunch deposited \$1983.12

March opening balance \$15831.42  
March closing balance \$16275.31  
Munchalunch deposited \$1379.44  
cheque for learning assistance books \$935.55

April opening balance \$16275.31  
April balance as of April 15th \$17279.13  
Munchalunch deposited \$1003.82 <sup>50 for</sup> this month

### 2. Gaming Account

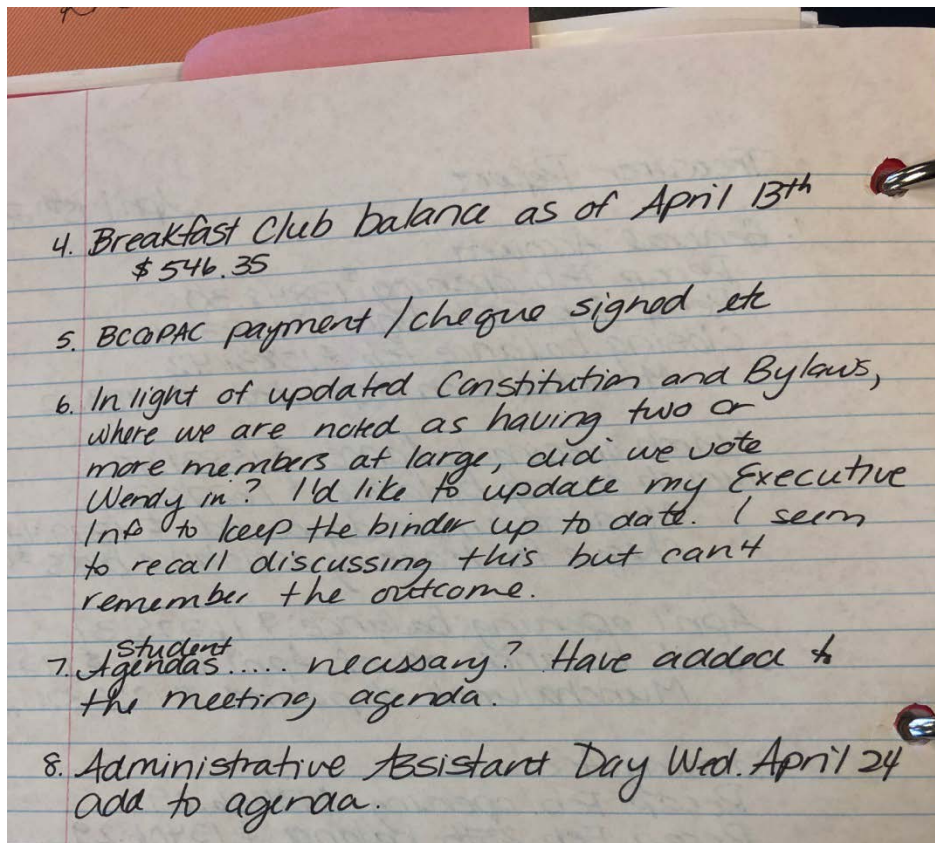
Recap Feb. opening \$13406.29  
Recap Feb 25th balance \$13406.29  
Closing balance Feb \$13406.29

March opening \$13406.29  
cheque for Breakfast Club, Book Club and  
Basketball Jerseys \$2447.63  
March closing \$10958.66

April opening \$10958.66  
April balance \$10958.66 as of April 15th  
wrote a cheque for \$7277.53 for SCREAM  
breakfast club and book club (not cleared)

### 3. Outstanding Teacher Requests

. Volleyball Jerseys \$947.52  
. Convent Room \$710.00



**CoPAC report:** Notes posted from Emma (absent)

**Store report:**

Happy Easter guys! Short update from the Cubs Den Committee.

As some may know we are using Houston Pizza for our Pasta Wednesday Hot Lunch as La Cucina was sold, and at this point they no longer supply to the schools. The change is posted at the school and the food arrived piping hot last Wednesday. We are continuing to pick up and use Wendy's for Monday's, and that is working out quite well also. They are very friendly and accommodating when we pick up the food, and they always throw a few extras in.

Financially, as of April 15 MunchaLunch had deposited \$8883.39 into the PAC acct, \$7500.00 was transferred to the PAC acct at the end of Dec 2018 for the first few months, and a further \$5000.00 is being transferred this week - for a grand total profit so far this year of \$21,383.39. Way to go Team! The MunchaLunch has really boosted profits plus assisted us in mitigating losses with unsold food. Plus a huge convenience to parents not having to send money for lunches each day. Also a big thanks to our Shoppers who make a difference in buying snacks and drinks at a better price than having delivered, not that the option is available to all our snacks. What a Team!

As we all know, the MunchaLunch program has required more Volunteers, but we are on the home stretch now. It has added substantially to our profit, but the downside is we do need YOU! If there are only 2 parent Volunteers scheduled we are bringing in Student Volunteers most days to help. We offer them a free Hot Lunch or frozen option, plus an ice cream. Last week we had the same two students all

*week so they were getting well trained. If you notice that there are only two Parent Volunteers on, there is a bit of set up so it is suggested that at least one should arrive at 12pm so you're ready to go.*

*We continue to have our weekly Coffee Card draw and monthly Wine Draw which is positively received and adds a bit of fun and comraderie.*

*In May we will have a Suggestion Box out for positive and negative feedback, and the Committee will meet in June to make plans for next year around menus, snacks offered, scheduling, etc. Thank you in advance for your feedback.*

*Thank you to all for all you do. Gratifying to know the money all goes back to our CNB kids and school.*

*Regards,  
Emma, Hien, & Wendy*

Teacher Liason report: NA Tammy absent

**Existing Business:**

- **Gaga pit update** - as above
- **Teacher appreciation lunch date is June 28th, review options and confirm our plan**
  - **Review CNB PAC setting up, decorating and then taking down** - yes
  - **Review the possibility of a small token of appreciation for each teacher** - yes
- **CNB CUB store and the PAC / School - Working to define our relationship and the oversight needed**
  - **Curtis to review possible oversight and audit requirements after discussing with their team since the last meeting.** – school store account is audited and is only used for Cubs Den
- **Tabled discussion from last meeting: Additional PAC funds and where they are best suited** – Tabled – no need to spend funds at this time – carry over for any needs /playground in September
- **Facebook vs text with members** - tabled
- **Approved Funding requests where reimbursement has not been sought**
  - Curtis to provide update at next meeting

**New Business:**

- Admin Professionals day – we will buy flowers for the schools 4 admin -4x\$30 – Trina will arrange through Bylands & deliver.

**New Business arising from today's meeting:**

**Next meeting date: May 27<sup>th</sup> 2019**

**Adjourned:** 7:40